Garnet
Garnet Global Training Center

GGT-HC-114

Healthcare & Hospital Management

Medical Records & Clinical Documentation

السجلات الطبية والتوثيق السريري

Duration	Language	Formats	Hours	Level
5 or 10 days	**English or Arabic**	**Classroom, online, in-house**	**35 / 70**	**Intermediate (practitioner)**

Overview

Participants in Medical Records & Clinical Documentation practise the methods, tools and standards they need to perform reliably and solve problems on the job. Management, quality and safety programs for hospitals, clinics and health authorities. It runs as a 5-day or 10-day program in English or Arabic, in classrooms in Dubai, Riyadh, Cairo, London, Istanbul and other cities, or live online, and can be delivered in-house.

What you will be able to do

- Apply the methods and standards of Medical Records & Clinical Documentation to real tasks.
- Use the right tools, checks and calculations step by step.
- Diagnose common problems and identify root causes.
- Interpret data and results correctly and act on them.
- Follow safe, compliant and documented work practices.

Who should attend

Hospital managers, nurse leaders, quality and patient safety officers, health administrators. Practitioners with one to five years of experience benefit most.

Key topics

- Patient safety and clinical risk
- Accreditation standards
- Health finance and revenue cycle
- Clinical governance
- Health information and digital health
- Patient experience

Formats and fees

5-day classroom	**USD 4,750**
5-day online	**USD 2,950**
10-day classroom	**USD 8,950**
10-day online	**USD 5,450**
In-house	**Quotation per group**

Fees per participant, excluding VAT.

Register or ask

WhatsApp: +971 56 674 7382

Email: info@garnettrainings.com

Training: training@garnettrainings.com

Web: garnettrainings.com

Sharjah Publishing City Free Zone, Sharjah, UAE

Certificate

Participants who attend at least 90% of sessions and complete the final assessment receive a certificate of completion stating 35 contact hours (5-day) or 70 contact hours (10-day).

5-day outline

Day 1 Medical Records & Clinical Documentation: principles and standards

- Patient experience
- Common mistakes and how to avoid them

Day 2 Methods and tools in practice

- Patient safety and clinical risk
- Accreditation standards

Day 3 Diagnosis and problem solving

- Health finance and revenue cycle
- Regional and international case studies

Day 4 Quality, safety and documentation

- Clinical governance
- Checklists and templates to take away

Day 5 Workshop, assessment and action plan

- Health information and digital health
- Group discussion and peer review

10-day outline

Day 1 Medical Records & Clinical Documentation: principles and standards

- Patient experience
- Common mistakes and how to avoid them

Day 2 Methods and tools in practice

- Patient safety and clinical risk
- Accreditation standards

Day 3 Diagnosis and problem solving

- Health finance and revenue cycle
- Regional and international case studies

Day 4 Quality, safety and documentation

- Clinical governance
- Checklists and templates to take away

Day 5 Workshop, assessment and action plan

- Health information and digital health
- Group discussion and peer review

Day 6 Advanced techniques and specialist practice

- Complex cases in depth
- Measurement and reporting

Day 7 Digital tools, data and automation

- Analysis tools and software
- Using AI in this field

Day 8 Benchmarking against international practice

- Global performance benchmarks
- Hands-on workshop on a workplace challenge

Day 9 Capstone project

- Analyse a real challenge from your organisation
- Build the solution and implementation plan

Day 10 Presentations, final assessment and certificates

- Project presentations and review
- Final exam and certificate award

Schedule 2027–2030

Dates	Format	City	Language	Fee (USD)
8–12 Feb 2027	5-day classroom	Geneva	English	4,750
1–5 Mar 2027	5-day online	Live online	Arabic	2,950
13–17 Jun 2027	5-day classroom	Cairo	English	4,750
11–22 Oct 2027	10-day classroom	Istanbul	English	8,950
10–21 Jan 2028	10-day online	Live online	English	5,450
7–11 May 2028	5-day classroom	Jeddah	Arabic	4,750
14–18 Aug 2028	5-day classroom	Paris	English	4,750
9–20 Oct 2028	10-day classroom	Dubai	Arabic	8,950
15–19 Jan 2029	5-day classroom	Dubai	English	4,750

Dates	Format	City	Language	Fee (USD)
7–11 May 2029	5-day classroom	Istanbul	English	4,750
13–24 Aug 2029	10-day classroom	Singapore	English	8,950
17–21 Sep 2029	5-day online	Live online	English	2,950
1–12 Jul 2030	10-day classroom	Dubai	English	8,950
11–15 Aug 2030	5-day classroom	Riyadh	Arabic	4,750
16–27 Sep 2030	10-day online	Live online	English	5,450
7–11 Oct 2030	5-day classroom	Barcelona	English	4,750

Customised and in-house versions of this course are available on request. garnettrainings.com/en/customise/